Technical Advisory & Distance Education Committee
Meeting Minutes
February 3, 2015 - 2:00 pm (H-210)

Attendees: Pat Knol, Regina Hughes, Sara Gallagher, Joe Beuchel, Mukesh George, Hilary Meyer, Katelin Karlin, Pamela Harmon, Marie-Ange Zicher, Humberto Espino, Marianna Desmond, Sandra Hernandez

The meeting began at 2:05 pm.

Topics discussed included:

Technological Update
Humberto followed up on Collaborate Pilot. There will be representation from various areas which will also be using the tools. Faculty is recommended to document all experiences with any glitches. The other component will be reported in next month’s meeting.

All online students were sent a notification to assist them with their Blackboard login. It was suggested the notification be sent to all students in general.

The G building remodeling is complete. It will be the new home of the Architecture Department. The Mechatronics Program has been moved to the section in the T building which includes updated technology.

Humberto projected a snapshot of the average number of online classes to date. A comparison between 2015 and 2016 shows a decrease in online classes and an increase in hybrid classes. The next report will reflect a more accurate number since the 2nd 7 weeks of classes have not yet started.

The faculty is recommended to use the Teaching Online-Course Development Tool Kit.

Retention Concerns in Online Courses
Kevin Li, Dean of Arts & Sciences gave a presentation concerning retention. ETS Collaborate has approached him regarding a research study looking into online study success factors. A proposal between ETS and Triton College will consist of a data sharing agreement which can provide Triton College with student data analysis and institution-level reporting. If the agreement is approved, faculty will be engaged for survey review and feedback participation.

Future Meeting Time
Marianna asked the attendees if future meetings can be moved to 2:30 due to a class conflict in her schedule. There were no objections. An email reminder will be sent to all.

Upcoming meeting: March 2, 2016 at 2:30 pm

The meeting adjourned at 3:10 pm.